



City of Boiling Spring Lakes

**9 East Boiling Spring Road
Boiling Spring Lakes, NC 28461**

Grants Committee Meeting Minutes

July 13, 2022

5:00 P.M.

City Hall

1. Call to Order

- a. Committee Chair Todd Ausborn – Here
- b. Committee Member Nicole Morgan – Here; arrived at 5:30pm.
- c. Committee Member Chris Sekula – Here
- d. Committee Member Annette Flanders – Here
- e. Committee Member Michael Hartigan – Here; arrived at 5:45pm.
- f. Commissioner Liaison Kim Sherwood - Here

2. Approval of Agenda

Motion to approve the agenda as amended.

Moved by: Todd Ausborn

Seconded by: Annette Flanders

Motion Carried: 5-0

3. Mike Hanson of McGill Associates (Zoom)

- The Committee asked Mike Hanson about certain specifics on the grant proposal. Hanson replied that it would be a matter of time and will need to see if some of the documents will be completed to submit the grant application on time. In addition,
- Mr. Hanson conveyed his perspective about the ability to get a third-party estimate on the costs of the dam restoration project as required by the grant proposal criteria.
- Mike Hanson reminded the Committee of the email he had sent previously with his review of the proposal. Committee Member Flanders committed to review his suggestions and incorporate them into the proposal.

4. Final Discussion of the DCIP Grant

- Committee Member Flanders, with assistance from Commissioner Liaison Sherwood, presented the committee the DCIP grant proposal they put together with the support of the Committee.
- Committee Chair Ausborn mentioned on the grant proposal the sentence that states “BSL was designed in the 1950s to serve as a planned retirement community” should be removed from the grant proposal.

- Committee Member Flanders added that when making proposal edits, the proposal cannot be any longer than 5 pages single space. This is to comply with the application requirements.
- Committee Chair Ausborn stated the addressee on the MOTSU letter head needs to be changed from Mayor Winecoff to Patrick O'Brien, Director of the Office of Local Defense Community Cooperation in Arlington, VA. Christopher Frazer agreed to facilitate that change.
- Christopher Frazer, the staff liaison in transition, was asked if he would be submitting the DCIP grant application. He was not sure, as he believed it would be up to the City Manager to submit it not him.
- Suzanne Tungate stated that she would be the submitting official for the DCIP grant instead of David Andrews the City Manager, so the grant proposal would need to be edited to reflect the new change.
- Committee members Morgan, Hartigan, Sekula, and Commissioner Liaison Sherwood presented their thoughts and concerns on the DCIP grant.
- Suzanne Tungate agreed to prepare the SF-424 document in time for the submissions.
- Committee Member Flanders committed to make final edits to the proposal and have it to the city staff by the next day to meet the timeline.

5. Adjourn

Motion to adjourn at 6:30pm.

Moved by: Todd Ausborn

Seconded by: Nicole Morgan

Motion Carried: 5-0